

**City of Brunswick
Mayor and Council Meeting Minutes
November 9, 2021**

The November 9, 2021 City of Brunswick Mayor and Council Meeting was convened at 6:00 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Vaughn Ripley, Brian Sandusky, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Jeremy Mose, Assistant City Administrator of Public Facilities; Carrie Myers, Director of Administration; Kevin Grunwell, Chief of Police; John Gerstner, Director of Public Works; and Julie Martorana, Economic Development Coordinator.

Mayor's Remarks

- Mayor Brown read the following statement: The Brunswick City Council met in closed session via Zoom on November 3rd at 6:00pm to discuss personnel actions. The authority to close this meeting is found in Article 10-508 of the Annotated Code of Maryland. Mayor Brown; Council Members Dayton, Ripley, Sandusky, and Vigliotti were present. City Administrator Dave Dunn, Director of Administration Carrie Myers, and Chief of Police Kevin Grunwell were also present.
- Mayor Brown praised coordinators and participants for the Veterans Day Parade.
- Mayor Brown stated the Frederick County Health Department clinic held at Railroad Square was being moved to the City Park Building.
- Mayor Brown administered the oath of office to Jeremy Mose.
- Mayor Brown asked for a motion to appoint Sydney Packin to the Youth Advisory Committee. Ms. White made such a motion. Mr. Ripley seconded the motion, which passed 6-0.
- Ms. Myers read proclamations for Municipal Government Works Month and Small Business Saturday.
- Michele Mills and Addie Blickenstaff presented the FY2021 audit report.

Approval of Minutes

- Mayor & Council – October 12 & 26, 2021
- Closed Meeting – October 4, 2021

Ms. White made a motion to approve the minutes. Mr. Sandusky seconded the motion, which passed 6-0.

Citizens' Forum

No comments.

Staff Reports

Department Heads provided monthly reports.

Unfinished Business

- ServLine Utility Insurance

Mr. Dunn discussed this topic, which was previously vetted by the Finance Commission and Council. Mr. Dunn shared the monetary impact of 2020 and 2021 adjusted utility bills thus far. Some discussion ensued about whether the City should pay this fee for residents, however, Mayor Brown stated if that were to happen, the residents could not opt out of the service. He also stated none other municipalities staff had spoken to work the program in this manner. Ms. White stated that some homeowner insurance

policies do cover leaks, therefore some residents would not need this service.

Mr. Vigliotti made a motion to opt all residents into the program at the \$2500 level water and sewer combined service, adding the amount to utility bills for residents to pay. Mr. Sandusky seconded the motion.

Mr. St. John stated he had serious reservations about the program and felt the City's current policy of bill adjustments was adequate. Ms. White shared reservations about the program and stated if it passed, she'd like to see heavy education to the residents.

The motion passed 4-2, with Ms. White and Mr. St. John opposing.

- Bond Money Spending – West B Street Sidewalks

Mr. Dunn discussed this issue. Approximately \$421,000 remains unencumbered from the bond money. The Finance Commission discussed and recommended using some of this money to replace the sidewalks on West B Street since the water line replacement project further deteriorated the condition of the already-poor sidewalks on this street.

Mr. Sandusky made a motion to approve using a portion of the bond money for the sidewalk replacement on West B Street. Mr. Ripley seconded the motion. Mr. St. John stated he was uncomfortable with this spending when the City requires other homeowners to pay for their own sidewalk replacement. Mayor Brown stated while he understood that point, he was okay with this spending as this sidewalk is along a major route to the elementary school and highly travelled by pedestrians. The motion passed 6-0.

- Heritage Museum Bid Award

Mr. Dunn stated the City had a State bond for \$100,000 with a \$25,000 match from the Museum for this project. The low bidder for this bid was Trionfo Builders. He stated while their bid was still high for the amount of funding currently secured by the City, staff was looking for approval of them as the low-bidder, so that negotiations in scope and pricing could be made to fit the current budget. Mr. Dunn also stated he would continue to seek additional funding from the State for this project.

Mr. Ripley made a motion to accept Trionfo Builders as the low bidder. Mr. St. John seconded the motion, which passed 6-0.

New Business

- Budget Amendment – Paving

Mr. Dunn stated this budget amendment was to move money not used from the FY21 budget for paving into the FY22 budget. Mr. Dayton made a motion to approve the budget amendment. Mr. St. John seconded the motion, which passed 6-0.

- FY23 Tax Equity

Mr. Dunn discussed the City's previous decision to receive the County's property tax set off as a tax rebate payment. Mr. Dayton made a motion to keep this method of rebate. Ms. White seconded the motion, which passed 6-0.

- Recreation Economy for Rural Communities Program and Letter of Support

Ms. Martorana stated staff was seeking support to submit an application with letter of support in partnership with Brunswick Main Street this program. Mr. Ripley made a motion to approve. Mr. Vigliotti seconded the motion, which passed 6-0.

- Small Area Plan Coordination Proposal

Ms. Martorana stated there has not been any real coordination of the Small Area Plan completed several years ago and requested support in creating a committee for such efforts. Mayor Brown suggested a Council Member be added to the proposed team members; Mr. St. John volunteered for that position. Mr. Dayton made a motion to approve the Small Area Plan Coordination proposal. Ms. White seconded the motion, which passed 6-0.

Adjournment

The meeting adjourned at 7:30 pm.

Submitted by: Carrie Myers

Approved By: William Brown

Mayor

Date

Witnessed By: David Brown

City Administrator

Date